

REGULAR MEETING – MONDAY, MARCH 15, 2010
LIBRARY COMMUNITY ROOM – 585 FRANKLIN STREET
7:30 P.M.

1. **CALL TO ORDER**

The meeting was called to order at 7:33 p.m.

2. **ROLL CALL**

Present – Trustees Elisa Nadeau, Randall Stock, Vice Chair Cindy Hofen, Chair Jan Priefer and Secretary Karen Burnett.

Absent – Trustee Maria Lange.

Also Present – Executive Assistant Darlene Joyner.

3. **MINUTES APPROVAL**

Minutes of the February 22, 2010 meeting were approved.

4. **ORAL COMMUNICATIONS FROM THE PUBLIC** – None.

5. **UNFINISHED BUSINESS**

5.1 **DISCUSS FISCAL YEAR 2010-11 BUDGET**

The City Council has a Study Session scheduled for April 6, at which time they will discuss options for increasing revenue as part of the budget strategy. Karen Burnett, Interim Library Services Director, is proposing an increase to meeting room fees. No other revenue suggestions are being proposed.

The Library has not been asked to provide additional information about operating expenditure reductions. At this time, the proposed reductions remain the same.

5.2 **REVIEW DRAFT LETTER TO COUNCIL**

Trustees Randall Stock and Elisa Nadeau distributed two versions of a draft letter for the City Council regarding reductions to the Library's operating

budget. Next steps about what and when to communicate to Council will be discussed at the April meeting.

5.3 UPDATE LIBRARY SERVICES DIRECTOR RECRUITMENT

Rosanne M. Macek was selected as the new Library Services Director. Her start date will be May 3, 2010. She will attend the Library Board meeting on April 19, 2010.

6. NEW BUSINESS

6.1 BROWN ACT AUDIT

Nicole Clemens, Deputy City Attorney, is reviewing procedures related to the Brown Act with departments that have boards and commissions. She highlighted the following procedures:

- When a meeting date is changed, it is considered a Special Meeting.
- If possible, include all handouts in the packets that are mailed.
- If a subcommittee is formed, it should be agendaized.

7. LIBRARY BOARD/STAFF COMMENTS, QUESTIONS AND REPORTS – None.

8. COMMUNICATIONS

8.1 DONATIONS

The Library Board accepted the donations.

9. REPORTS

9.1 DIRECTOR'S REPORT

The Library received the Public Library Fund (PLF) check in the amount of \$26,480.

The commission and board recognition event is scheduled for Thursday, September 30, 2010.

The Community Services Department is sponsoring the annual Spring Parade on April 24, 2010, and they are encouraging commissioners and board members to participate.

The Library will implement Encore 4.0 after the May release.

The Pacific Library Partnership (PLP) strategic plan will be completed in May. The vision of PLP is "to strengthen libraries strategically through innovation and collaboration."

The new Internet Service Provider (ISP) will be available as of April 1, 2010. One of the benefits will be increased bandwidth, which has been a problem for some time.

Since there will likely be fewer Library staff, maintaining the previous level of activities during the Summer Reading Program may be a challenge this year.

The Sunnyvale Public Library is closed through March 21, 2010 for installation of a materials handling system. Due to the closure, Mountain View Public Library has been busy, especially this past Saturday.

The Library's Volunteer Program is continuing to grow with volunteers being used more in customer services (Circulation).

The Library is waiting for quotes from contractors to move forward with the Community Room upgrade.

10. ADJOURNMENT

The meeting was adjourned at 8:33 p.m.

Respectfully submitted,

Karen E. Burnett, Secretary
Library Board

KEB/DJ/7/LIB
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